Kyushu Lutheran International School,

Primary School Division

Internet application guide (2024 JAN Revised)

1. Terms of Use

1 Terms of Use E-m	2 ail Sent	3 Applicant Details	4 Application Details	5 Payment Mode	6 Confirmation	7 Application Completed
Kyushu Lutheran li	nternatio	nal School, Pi	imary School	Division Fee P	ayment Site	- Terms of Use
lease read the following to fter acknowledging all the	erms of use. contents, e	nter your e-mail a	ddress,check "I agre	ee to the Terms of I	Use.", and click "S	Send e-mail".
. Service Provider of	f the Fee I	Payment Site				
Name of Payment Servi Provider	ce	F-REGI Co., Ltd. (F-REGI Payment)				
. Payment Method						
Accepted credit cards (The credit card holder the same as the applica family member.)	must be int or a	VISA 🚺 VISA, Mastero	CB CHILKS Card, JCB, American	Express		
. Fees sers of this system shall p he School will not issue a	bay the follow receipt.	wing system fees	n accordance with	the total amount of	admissions exam	ination fees.
Admissi	ons Examir	nation Fee			System Fee	
	10,000 yer	1			456 yen	
Handling of Person he personal information e ternational School, Prima for the privacy policy of F-l s a Payment Service Prov	nal Inform ntered in this ry School D REGI Co., L vider, we hav	ation s system will be us ivision Fee Payme td., please click or ve a wealth of kno	sed for the purpose ent Site. Personal in h the following link:	s of admissions ex formation will not b F-REGI Privacy Po	aminations at Kyu be used for any ot <u>llicy (Japanese ve</u>	ishu Lutheran her purposes. ersion only)
Ve provide high security se The application information	ervice, inclue and credit of	ding acquisition of card information ye	privacy marks and ou enter on the site	compliance with th is protected by end	e global security s cryption by SSL.	standard "PCIDSS".
5. Disclaimer						
F-REGI Co., Ltd. will not be any other problems with the characters, etc.	e responsible e delivery of	e for undelivered a e-mails due to the	nd wrongly delivere user's failure to en	d e-mails, as well a ter the correct e-ma	is late delivery, rej ail address, use of	ection of delivery, or undecipherable
F-REGI Co., Ltd. will not be circuitry, and other unavoid	e responsible able reason	e for the failure of t s.	he system due to n	atural or other disa	sters, power outag	ges, bad telephone
6. Application Period	ed during the	e application period	ls of each examinat	ion.		
Enter Your E-mail A	ddress t	o Start Your A	pplication.			
An e-mail will be sent to the	e address yo	ou enter.			1. Please ent	er your contact e-ma
If you have restricted mes	sages to aut	horized domains,	please register "@f-	regi.com","contact-	ps@klc.ac.jp" to y	our list.
,						

3. Please press the button to start the application process.



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2. E-mail Sent

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Wyushu Lutheran International Sci Primary School Divisi	on Kyushu Luth	eran International	l School, Primary	y School Divisio	on Fee Payment Site
1 2 Terms of Use E-mail Sent	3 Applicant Details	4 Application Details	5 Payment Mode	6 Confirmation	7 Application Completed
E-mail Sent					
An e-mail has been sent to the follo Please visit the link provided in the	wing address. e-mail and complete	your request and pa	iyment within 3 hou	JIRS.	
Your e-mail address	our e-mail address xxxx@xx.com				
If you don't receive an e-mail with 1. The e-mail address you entered in 2. The e-mail has been filtered as s 3. Your mail box is full. Please delet 4. You have restricted messages to	in a few minutes, plea is incorrect. pam. Please check you te unnecessary e-mails authorized domains. F	ase check the follow ur spam folder. and send the e-mail Please register "info@	ing: again. tf-regi.com" to your l	list.	
	"F-REGI" i Copyright © 2	S a registered trademark of F 2002-2023 F-REGI Co.,Ltd. Al	-REGI Co., Ltd. I Rights Reserved.		
You receive	∍d this e−mail f 	rom ″info@pay.f 	[–] regi.com″.		
[Kyushu Lutheran International School, I	Primary School Division	Fee Payment Site 】Int	ernet Application Star	t URL	
[Text] TO: XXXX@XXXX.com					
Your Internet Application Start URL is as i	follows.		Acce	ess this URL to m	nove to the application
Please visit the above URL, read the instr The above link is only valid for 3 hours. If the URL expires, please restart your ap and proceed with your request.	ructions carefully, enter t	the details, and proceed the details in the first proceed the first proced the first	with the request.	e-mail with a new U	IRL,
[Note] Admission examination fees paid into thi	s system will not be rein	nbursed for any reason.			
For inquiries concerning admission exami	inations, please contact	Kyushu Lutheran Intern	ational School, Prima	ry School Division.	
Kyushu Lutheran International School, Pri	imary School Division				



3. Applicant Details

1 2 Terms of Use E-mail Sent Grade Please select the grade you are applyin Period III (Transfer students) Grade 2nd grade 3rd grade	3 4 Applicant Details Application Details	5 Payment Mode Confi	6 7 rmation Application Completed	Please select the radio button to the grade for which you are app
Grade Please select the grade you are applyin Period III (Transfer students) Grade O 2nd grade O 3rd grade	g for. Application Period			Please select the radio button to the grade for which you are appl
Please select the grade you are applyir Period III (Transfer students) Grade 2nd grade 3rd grade	g for. Application Period			the grade for which you are apply
Ceriod III (Transfer students) Grade 2nd grade 3rd grade	Application Period			
Grade 2nd grade 3rd grade	Application Period			
2nd grade3rd grade			Exam date	
◯ 3rd grade				
─ 4th grade	Tuesday, 9th January-Friday, 26	oth January	Sturday, 10th February	
◯ 5th grade				
◯ 6th grade				
Applicant Details				
= Mandatory field				
Nama in Faciliata	Family name	First name	Middle name	
Name in English *	e.g. kumamoto	e.g. Hanako	tif applicable	
Name in Chinese (if applicable)	Family name(姓) e.g. 熊本	First name(名) e.g. 花子		
Gender *	Male Female			
Nationality *	If you select "Other", please enter the co Please select	very name. Country Country name. Country na	ime	
Date of birth (YYYY/MM/DD) *	e.g. xxxx / • /	~		
Age *	Automatically calculated based on the d	late of birth you entered.		

o upload the applicant's photo	r an entrance examination card.
ファイルを選択 File format: JPG or PNG	To upload the applicant's photo for an entrance examination
Required	 The operating procedure for uploading a photograph is as follows. 1. Use the camera function to take a photo or select an image from the photo library. 2. Adjust the photo according to the contour guide lines using the folloiwng operations. Drag the photo to adjust its position. Zoom in or out using the slider below the photo or pinch in or out. Rotate the photo left or right using the button below the photo. 3. Upon adjustments, press the "To trim" button. *If you want to change the adjustment after pressing the "to trim" button, you will need to sover from the beginning.
	Good example X Bad example
	Only include the applicant. Wearing hats, Eyes covered by hair, Face is not in the Too dark or too brig Plain background (white, light blue, gray, etc.) sunglasses, masks, eyes closed middles, head is cut etc. Taken within the last 3 months. off off off
	*Your application will not be processed if the uploaded image is unclear.
Applicant current addres	 e.g. xxxxxx Search for address * There is no need to enter a hyphen. (xxxxxxx) * The "Search for address" function is only available for Japan postal codes. * If your address is overseas, enter "9999999" and provide your postal code in the
Applicant current addres	e.g. xxxxxx Search for address * There is no need to enter a hyphen. (xxxxxxx) * The "Search for address" function is only available for Japan postal codes. * If your address is overseas, enter "99999999" and provide your postal code in the "Address" field.
Applicant current addres Postal Code Address	 e.g. xxxxxxx * There is no need to enter a hyphen. (xxxxxxx) * The "Search for address" function is only available for Japan postal codes. * If your address is overseas, enter "99999999" and provide your postal code in the "Address" field. * e.g. xxxx BLD., No. 1, xxxxxx Street, Songshan District, Taipei City
Applicant current addres Postal Code Address Country	 * G.g. xxxxxxx * There is no need to enter a hyphen. (xxxxxxx) * The "Search for address" function is only available for Japan postal codes. * If your address is overseas, enter "99999999" and provide your postal code in the "Address" field. * e.g. xxxx BLD., No. 1, xxxxxx Street, Songshan District, Taipei City * If you select "Other", please enter the country name. Country
Applicant current addres Postal Code Address Country Address after enrollmen	 * G.g. XXXXXXX * There is no need to enter a hyphen. (XXXXXXX) * The "Search for address" function is only available for Japan postal codes. * If your address is overseas, enter "99999999" and provide your postal code in the "Address" field. * e.g. XXXX BLD., No. 1, XXXXXX Street, Songshan District, Taipei City * If you select "Other", please enter the country name. Country name
Applicant current addres Postal Code Address Country Address after enrollmen Address after enrollment	 e.g. xxxxxx Search for address * There is no need to enter a hyphen. (xxxxxx) * The "Search for address" function is only available for Japan postal codes. * If your address is overseas, enter "99999999" and provide your postal code in the "Address" field. * e.g. xxxx BLD., No. 1, xxxxxx Street, Songshan District, Taipei City If you select "Other", please enter the country name. Country Please select Same as applicant current address Scheduled to move Not decided yet
Applicant current addres Postal Code Address Country Address after enrollment Address after concollment Postal Code	 e.g. xxxxxxx * There is no need to enter a hyphen. (xxxxxxx) * The "Search for address" function is only available for Japan postal codes. * If your address is overseas, enter "9999999" and provide your postal code in the "Address" field. * e.g. xxxx BLD., No. 1, xxxxx Street, Songshan District, Taipei City * If you select "Other", please enter the country name. Country * Please select Same as applicant current address * Scheduled to move Not decided yet * e.g. xxxxxx Search for address * There is no need to enter a hyphen. (xxxxxxx)

Guardians information					
		Family name	First name	Middle name	
Name in English	*	e.g. Kumamoto	e.g. Ichiro	e.g. H	
				*if applicable	
Name in Chinese		Family name(姓)	First name(名)		
(if applicable)		e.g. 熊本	e.g. 一郎		
Relationship	*	Please select 🗸			
Contact number	*	e.g. 080-1111-2222			
		* Include hyphens betwee	n numbers (xx-xxxx-xxxx).		
Emergency contact number	*	e.g. 080-3333-4444			
Emergency contact number		* Include hyphens betwee	n numbers (xx-xxxx-xxxx).		
Contact		m.abiru@f-regi.com			
		Applicati	on Details		Press the button to move to the Application Deta
		65 F	-REGI		
			REGI		
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4. Application Details

Kyushu Lutheran International School Divisio	n Kyushu Lutheran International School,	Primary School Divisior	I Fee Payment Site		
1 2 Terms of Use E-mail Sent	3 4 5 Applicant Details Application Details Payment	6 Mode Confirmation	7 Application Completed		
Application Details					
Reason for applying etc					
Mother tongue	e.g. Taiwanese				
English skills	 ▶ Please select 		Ρ ΤΙ	lease select the existeness he country of longest i	nce of overseas residence except Japan. residence input fields are displayed only
Existence of overseas residence except Japan	∗ Please select ✓		w	/hen you choose "Less	than 3 years" or "years/3 or over years".
Country of longest residence	e.g. United Kingdom		E>	xistence of overseas residence *	3 or over years 🗸
Alma mater or School currently attending	e.g. xxxx Kindergarten		C	ountry of longest residence *	e.g. United Kingdom
Reason for applying (400 to 600 words)	*				
Applicant's Comments (400 to 600 words)	*				
Back	Next		Press the button to	move to the payment	t.
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5. Payment

1 2 Terms of Use E-mail Sent	3 4 5 6 7 Applicant Details Application Details Payment Mode Confirmation Application Completed
Payment	
= Mandatory field	
Accepted credit cards (The credit card holder must be the same as the applicant or a family member.)	
Card Number	 * AMEX Please enter 4digits+4digits+4digits+3digits, left-justified without hyphen.
Expiry date	* • Month/ • Year
Cardholder's name	 * e.g ICHIRO KUMAMOTO * Please enter the name exactly as it appears on the credit card (half-width characters).
Security code	 Please enter the 3-digit security code on the back of the card. (On some cards, it may be a 4-digit number of the top right or left on the front.)
Back	*Clicking the "Confirm" button will not complete payment. Confirm Press the button to move to the confirmation
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6. Confirmation

	3 4	5 6 7
Terms of Use E-mail Sent	Applicant Details Application Details Paym	nent Mode Confirmation Application Completed
Payment		
Pay	ment Items	Amount
Period I (Newly admitted students) 1st	grade	10,000 yen
system Fees		456 yen
	Total : 10,456 yen	
pplicant Information		
lame in English	XXXX XXXX	
lame in Chinese	XXX	
ender	Female	
Vationality	Taiwan	
Date of birth	2017/5/15	
ge	6 years old	
Applicant current address		
ostal Code	XXXXXXX	
laaress	xxxx BLD., No. 1, xxxxxx Street, Songs	nan District, Taipei City
country	laiwan	
Address after enrollment		
Address after enrollment	Scheduled to move	
ostal Code	XXXXXXX	
Address	1-1-1 xxxxxx Chuo-ku,Kumamoto-shi, k	Kumamoto-ken xxx-xxxx Japan
Guardian Information		
Name in English	XXXX XXXX	
Name in Chinese	X XX	
Relationship	Father	
Contact number	080-1111-2222	
Emergency contact number	080-3333-4444	
Contact	info@f-regi.com	
	Change Applicant Information	
Application Data Entry		
Mother tongue	Taiwanese	
English skills	Conversational	
Existence of overseas residence	Less than 3 years	
except Japan	Less than 5 years	
Country of longest residence	United Kingdom	
attending	xxxx Kindergarten	
Reason for applying		
		-
A multi- matter Dominist		
Applicant's Comments		
	Change Application Data Entry	
Payment		
Card number	4980 - **** - **** - 1111	
Expiry date	01 Month / 17 Year	
,		

Garanoider 3 hame		
Security code	***	
	Change Payment	
<caution> Please be aware that your payment will be The entrance examination fee is not refund</caution>	made at the same time you click the "Submit" button. able for any reasons once it is paid.	
	Submit	Press the button to complete your application.
		_
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7. Application Completed

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1 Terms of Use	2 E-mail Sent	3 Applicant Details	4 Application Details	5 Payment Mode	6 Confirmation	7 Application Completed
Payment						
er Kyushu Luthe ank you for using en sent to you.	ran International S g the Kyushu Luth	ichool, Primary Sch eran International S	ool Division Admiss	ion examination fee	es payment is con	nplete. firmation e-mail has
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		Copyright © 2	002-2023 F-REGI Co.,Ltd. Al	ll Rights Reserved.		

8. Error message shown when it is out of period

♥ 試九州ルーテル学院 インターナショナルスクール小学部 九州ルーテル学院 インターナショナルスクール小学部 インターネット出願サイト Kyushu Lutheran International School, Primary School Division

現在、納付受付期間外もしくはメンテナンス中のため、受付しておりません。

We are not accepting because it is currently outside the application reception period.



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百年の祈りを未来のチカラに



九州ルーテル学院は 2026年に100周年を迎えます





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